

## **Environment Policy**

Burton and District Mind has been established in Burton upon Trent since 1991 which has enabled us to build strong and long-lasting partnerships with public sector, voluntary sector and the local business community and therefore influence the Green agenda and the objectives of this policy.

### Purpose

As a charity, Burton and District Mind have strong views on sustainability. We are committed to conserving energy, waste minimisation and reducing our impact on the environment.

This policy translates the core environmental aims and beliefs of the organisation into objectives and guidelines for action, which will inform and influence all areas of our work to achieve a low environmental impact. It also assures compliance with the Companies Act 2006 (Section 172 [1] [d]) in considering its impacts on the community and environment through its activities.

### Scope

This policy and guidance applies to staff, trustees, volunteers carrying out services or operational activities on behalf of Burton and District Mind. It is also applicable to people who use services and all visitors e.g., contractors.

### Responsibilities

The CO will oversee the implementation of this policy, monitor and report progress on its effectiveness to the board of trustees on an annual basis.

**Targets will be reviewed to ensure our commitments are achieved and ongoing.**

### Current position

Burton and District Mind aims to adopt and apply the principles of sustainable development. That is development which meets the needs of the present without compromising the ability of future generations to meet their own needs. There are several ways which this is currently achieved, through:

- Responsible procurement of goods and services.
- Nature-based services and activities, for example forest bathing



- Collaboration with Muddy Boots, a social enterprise, to enhance its green space, support wellbeing and act on climate change.

#### Targets and strategies

To achieve our objectives, we will adopt various low impact activities which include, but are not limited to:

Nature based solutions for service delivery.

Target: Burton and District Mind is committed to developing services which enable connection with the natural environment. It will increase awareness and promote the benefits of engagement with nature to improve wellbeing.

#### Strategy:

- Offer/signpost to activities which engage more people with nature and natural community assets.
- Provide a space for Muddy Boots to continue its work to improve the environment and tackle climate change.
- Communicate the importance of the natural environment to service users, staff, volunteers and encourage improvements and maintenance of spaces for nature.
- Provide information on environmental topics and services to service users.
- Support people to volunteer in local environmental projects.

#### Waste management and minimisation

Target: We aim to minimise the waste produced by Burton and District Mind and promote the 5R's of waste management: refuse, reduce, reuse, repurpose and recycle.

#### Strategy:

- Paper waste: Where possible, we will ensure that all of our records are stored safely on our computers, which are safely backed up externally, and will only print documents when necessary. When it is necessary to print a

- document, this task is completed by double siding the paper whenever it is practical to do so, thus reducing paper usage.
- Burton and District Mind is committed to recycling 100% its recyclable waste and purchasing products which can be re-used or recycled, thus diverted from landfill.
- Compost 80% of none-confidential paper
- Compost 100% of organic waste and encourage less waste of food and single use items e.g., plastic bottles.

#### Procurement of goods

Target: Burton Mind will promote responsible and sustainable procurement of goods and services and will use effective measures and policies to achieve this.

#### Strategy:

- Sourcing new office equipment which has green credentials and represents value for money. We will ensure any items we no longer use are disposed of responsibly through recycling schemes.
- Furniture: Where possible, we shall obtain suitable second-hand furniture items for the purposes of the service. Ensuring that it meets the standards of furniture and furnishings (fire safety) regulations 1998. If furniture is replaced, then it will be given a second life through donation to local charity shops to allow the furniture to be repurposed within the community.
- Ensure that our office consumables are eco-friendly.
- Local suppliers and materials will be sourced to support our local economy, as long as value for money and quality are met.

#### Energy use

Target: Burton Mind aims to improve energy efficiency through the reduction of energy use, procurement of green energy and applying sustainable solutions to future proof our building.

## Strategy

- Appropriately maintain the gas boiler, through annual servicing to ensure continued efficiency.
- Use 'HIVE' thermostat to regulate temperature throughout the building more effectively. We will aim to use 80% of green energy suppliers and renewable energy by 2025. We will insulate our building to ensure we do not waste energy and reduce our energy usage by 2030.
- Communicate responsible energy use to staff e.g., turn off appliances when not in use.

## Transport

Target: Burton Mind aims to reduce its collective use of personal transport by promoting alternative methods of travel, thereby contributing towards emissions reductions.

### Strategy:

- Where possible, we will encourage a 60% of staff, volunteers and visitors to our offices to use public transport, cycle or walk. Our premises are centrally located on a major bus route, and some of our staff live within walking distance.
- We will promote car sharing whenever possible to events and to work and for events for the business of B&D Mind. Car shares will make up 50% of journeys made.
- We will promote the use of public transport for 60% of attendance at training and publicity events.

## Monitoring

CO will be responsible for monitoring of energy use etc.

Finance officer will be responsible for ensuring responsible procurement and targets for transport use.

### Policy implementation

This policy will be communicated to all staff, volunteers and service users so that it becomes part of the ethos of the of Burton and District Mind. Any relevant updates will be shared via line managers.

This policy will be made available via OneDrive

### Reporting

The CO will collate all information and present to the board every 12 monthly on progress of the targets within the policy.

This policy was adopted by the Board of Directors in; July 2023

Scheduled for review - July 2025